

COUNTY OF SAN BENITO RESOURCE MANAGEMENT AGENCY

2301 Technology Parkway, Hollister, Ca. 95023



Memorandum

TO: BOARD OF SUPERVISORS & PLANNING COMMISSION

FROM: BRENT C. BARNES, AICP, RMA DIRECTOR

DATE: APRIL 5, 2016

SUBJECT: GENERAL PLAN IMPLEMENTATION

In July, 2015, the Board adopted the San Benito County 2035 General Plan update ("Plan"). The Plan includes 521 specific policies throughout its various Elements. Many of these include direction such as "facilitate development of..." or "cooperate with..." – policies that are difficult to quantify and schedule. The attached 3-page matrix lists the 93 "actionable" goals and objectives that are included in the Plan. The order of presentation on the matrix is not intended to convey any sort of ranking or priority – we simply listed them as they are so that we could fit all of the policies/tasks neatly onto three pages.

The matrix is intended as a working document and framework for thinking about priorities and relationships among the various tasks. The first column to the right of the task name is labeled "priority" and is intended to spark thinking about which task areas staff should advance first and which might wait until future years. A priority ranking of 1 would indicate urgency, while a ranking of 5 might indicate a follow-on activity of less importance. The next column is intended to depict the relative "level of effort" involved in completing the task. For example, there is a policy that requires annual review of Plan implementation, and also a policy that requires a 5-year review. The annual review could be anticipated to require a somewhat lower level of effort than the 5-year review.

The third column indicates the anticipated *lead* agency for the task. Many tasks involve partnerships and shared responsibility, but typically one agency or department is designated as the lead, with project/program management responsibilities. (For example, such responsibilities might include preparing Commission/Board updates.) Although we've filled in a suggested lead agency for most tasks, those suggestions are certainly open for discussion.

Next, there are six columns labeled "CY16", etc. These are intended to allow tentative programming of tasks over the coming six calendar years. Marking a task for completion in "year 3" of the calendar does not firmly commit the Commission/Board/Staff to that schedule, it is intended merely to help identify how various activities can work together in a natural progression. For example, under the Circulation Element, it might be beneficial to have COG complete the regional transportation model update prior to undertaking the active transportation (bike-ped) system plan. Also, some tasks that may be lower priority may also be anticipated to involve a relatively low level of effort or short turnaround times, so they might be moved forward in the calendar as "infill" activities between phases of more complex tasks.

Finally, there is a column, albeit small, for notes or comments. In some cases we have used this column to indicate that a particular activity might involve a substantial consultant effort.